

**IN-HOME SUPPORTIVE SERVICES
QUALITY ASSURANCE INITIATIVE**

FORMS WORKGROUP

TUESDAY, May 24, 2005

10:00 A.M. – 12:30 P.M.

LOCATION:

**HEALTH & HUMAN SERVICES TRAINING CENTER
9323 Tech Center Drive, Conference Room 2
Sacramento, California**

Agenda attached

Note: If reasonable accommodations are needed to attend this meeting, or if you need the meeting materials provided to you in an alternate format including Braille, large print, computer disk or tape cassette, please contact Andrea Allgood at 916-229-4583 before 4 PM on Thursday, May 19, 2005.

AGENDA
FORMS WORKGROUP
IN-HOME SUPPORT SERVICES
QUALITY ASSURANCE INITIATIVE

May 24, 2005
10:00 A.M. – 12:30 P.M.

LOCATION: Health and Human Services Data Center
9323 Tech Center Dr., Conf. Room 2, Sacramento

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|---|----------------------|
| ▪ Introductions/Housekeeping | 10:00 – 10:15 am |
| ▪ Review of 4/29/05 Forms Workgroup Activity and Outcomes for today | 10:15 – 10:30 am |
| ▪ Break-Out Group Discussions | 10:30 – 11:30 am |
| ○ Protective Supervision Form | |
| ○ Provider Enrollment Form | |
| ○ Forms / terms consistencies | |
| Break | 11:30 – 11:45 am |
| ▪ Group Presentations and Discussion | 11:45 – 12:15 pm |
| ▪ Next Steps / Assignments / Adjourn | 12:15 – 12:30pm |

A toll-free call-in line is available for those unable to attend this meeting. The toll-free number is 1-888-324-7570. The pass code is 62667, Leader: Brian Koepp.

◇ NEXT MEETING: [FRIDAY, June 24, 2005](#) ◇